

Village of Egg Harbor Regular Board Meeting Minutes

Monday, September 13, 2010 6:00 p.m.

Paul J. Bertschinger Community Center

APPROVAL PENDING

Present: President Nancy Fisher, Bob Dickson, Chris Anderson, Mike Fitzgerald, Barbara Cammack, Joshua Van Lieshout, and Pat Gureski.

Also Present: Peter Devlin of Door County Advocate, Terry Lundahl, Joe Melendes, Mark and Cambria Mueller, Lynn Mickelson of Egg Harbor Visitor Center, Mary Ann Scherer, Jeff Larson, and Karen Peterson.

The meeting was called to order at 6:00 p.m. by President Nancy Fisher.

Call to order and Pledge of Allegiance

1. **Approval of the Agenda** Fisher moved to approve the agenda as posted, seconded Cammack . Motion passed unanimously. Cammack commented at the end of her phone message during the August meeting she noted how well the Public Art is being accepted.

2. **Approval of Minutes August 9, 2010 Village Board meeting** Fisher moved to approve the minutes of the August 9, 2010 Village Board meeting , seconded Dickson. Motion passed unanimously.

3. **Open Session (10 Minutes)** Mary Ann Scherer asked if there shouldn't be sign permit taken out for PEPAC and should the signs be taken down by now. She doesn't feel the Village personnel should be taking the signs down.

Jeff Larson, representing the Egg Harbor Business Association spoke for their request for more money and distributed the association's 2011 plans. The marketing panel will meet next week to encourage art related events.

The web site was launched earlier this year. Advertising expansion to more magazines and media.

Public Relations with Twitter and Face book; Constant Contact to build a list and special events and Pumpkin Patch. Lynn and Jeff also distributed more brochures and information for the Association.

Visitor Center hours were also discussed. The association is reviewing management of hours.

In the end, Jeff Larson stated the Association would like to receive \$50,000 in 2011.

Mark Mueller inquired if there is a plan in 2011 for widening South Trail roadway. Fisher stated that it would be part of budget discussions for 2011 for a walking trail and lane marking. There is still some discussion going on. Mark stated if you're on South Trail and looking to turn onto Sleepy Hollow, the oncoming traffic isn't clearly visible and it is a guess. The private driveway on the south side of the South Trail that has gravel washing onto the roadway is a hazard. The Village public works needs to clean off the road and the cost of which should be billed to the private property owner.

Cammack stated there is erosion on the walking trail along Horseshoe Bay Road. It will be brought to the attention of the Public Works personnel.

Fisher thanked Garey Bies and Senator Lasee for the certificate presented at the Grand Opening of the new Marina.

Fisher received a note from Peter Cristall on behalf of Birch Creek Music for another successful season.

Fisher stated the public has received an invitation from Fire Department inviting everyone to the Carlsville Station at 7:00 p.m. on Tuesday for a situation practice for the entire community.

Fisher thanked the Egg Harbor Historical Society for the pot luck recently held at the pavilion at Carlsville.

It was noted Door County Magazine awarded Egg Harbor for the best Door County fireworks.

4. Village Officers and Commissions

a) Village President

a. Police services public meeting on September 30,2010

Fisher referenced the planned public meeting on Thursday September 30 beginning at 6:00 pm. This will be moderated by Rob Burke from the County Extension office.

b. 2011 Budget

i) Objectives and Goals for 2011 Fisher asked the trustees for their thoughts for 2011.

Chris Anderson stated the Plan Commission discussed budget and the potential Kiosk the cost for which could be \$500 to \$2000 and up to \$8000. This would be for a proposed Kiosk to direct people around Egg Harbor and signage for the bike routes.

Mike Fitzgerald stated the Harbor Committee and Harbor master is working on the budget with Josh Van Lieshout that will finalized at the committee meeting next week. Fitzgerald there is some discussion for a new harbor master building.

Dickson stated the Utility Committee doesn't have anything major. There are some manholes that need recoating the variable frequency drives at the main lift station but that will come out of the Major Equipment Replacement Fund and reroofing two buildings. We would be looking at some future sewer extensions. Van Lieshout has worked with both requests. The near future development pattern on Heritage Lake Road and County EE is not promising for extensions. The shorter extension on County E is ongoing discussion and the property owner is being consulted on cost feasibility.

Dickson also stated one of his priorities would be the Hwy 42 and County G intersection to clean up that interface and the walking trail as well as the Dock Road intersection. The Bike signage would include South Trail and if South Trail needs to be widened that needs to be taken into consideration. Also the parking at Village View Park for marina and festival parking.

Cammack stated there wasn't a quorum at the Public Works Committee's last meeting but there was some discussion on the South Trail walking path and asked if the Village owns any of the south side of the roadway as there is concern about the safety. She stated she was disappointed that the County did not mow before July 4. The Public Art Committee could use some brochures in 2011 for enhancing use of the parks.

Cammack also stated the ordinance creating a Tree Board and Committee may need funding.

Fisher distributed a written list including the Fire Station No. 1, new technology for Village administration office, purchase five replacement streetlights, Harbor View Park improvements, re-design website, Marina Marketing and website as a stand alone but linked to the Village web site. And a Department of Public Works pickup truck to replace the 1987 truck.

Fisher referenced articles in the packet in relation to compensation and benefits. She would like to propose a more moderate increase from 3% to perhaps 1 to 2%. Stated we need to keep an eye on the growing gap as to what the government and private sector do for their employees.

ii) Review of governmental and enterprise funds

iii) Review of Peg Egan Performing Arts Center Summer Concerts and Concessionaire. Fisher introduced Terry Lundahl to speak about the performance record of PEPAC and referenced a written comment from Dave Callsen and Kaaren Northrop. Their list of questions was:

1. Do we really need concessions? Fisher commented the first two years Harbor Landing handled the Concession, and this year the Ladder House was the concessionaire. Terry Lundahl stated that Miller is one of their sponsors and Leininkugel had asked for food that would go along with those products. Most other concerts have concessionaires. She noted that it is mostly tourists that are using the concessionaire and more of the locals are using the local vendors. It is quite a nice variety of both. Ladder House did a very good job this year. Fisher stated the Village will again put and request for proposals from the local vendors to handle the concession as was the case this past year. Fitzgerald said he is entirely in favor of it, and in fact would like to see concessions both at the marina and the beach.

2. Can we promote a picnic atmosphere so visitors can bring their own food and drink?

3. Should the Village use room tax money to promote tourism? Fisher stated a third of the room tax money goes to Egg Harbor Business Association and one-third to PEPAC.

4. Why free concerts? Fisher stated, from the beginning the idea of free concerts was intended to be as such

to give back to the community.

5. Is it wise to unfairly compete with legitimate theater venues? Jeff Larson stated that there is some issue for competition against the other community theater venues.

Fisher stated she made a query of some of the local venues and found very few conflicts for Sunday evening performances except Door Shakespeare performs every Sunday night.

6. Gelato & popcorn concessions make a lot of sense.

7. Is the Village promoting other uses for the Center? Fisher commented on the intended use of the facility and feels the original plan is being fulfilled. Van Lieshout added that there have been other venues and one family that used the facility in its early years.

Lundahl commented that she tries to make sure that there is a wide representation of the different types of music and is surprised at the success of every performance that has been presented.

The idea was presented that Birch Creek could provide a picnic concert prior to the main performance while people are having a picnic.

Lundahl stated she looked at some other types of programming – art on the wild side – workshops for children, outdoor movie nights, and classical performances. She stated the facility is available as a rental.

Cammack asked if there is a two year contract or a one year contract with the Ladder House. It was a one-year contract.

b) Plan Commission

a. Comments and remarks from Committee Chair - Anderson stated the Commission has recommended the approval of the certified survey map. The Commission took a break on the sign ordinance discussion for a few months.

b. Review and approval of certified survey map located in the NW ¼ of the NW ¼ of Section 31, Town 30, North Range 27 East, Town of Egg Harbor. Anderson moved to approve the certified survey map located in the NW ¼ of the NW ¼ of Section 31, Town 30, North Range 27 East, Town of Egg Harbor, seconded Dickson. Motion passed unanimously.

c) Public Works Committee

a. Comments and remarks from Committee Chair Cammack spoke of a possible recycling composting area and discussed the Lion's memorial brick placement project in Harbor View Park on the eyebrow section. The Lion's will provide the work of laying the bricks.

b. Highway 42 and Cty G intersection redesign project: Van Lieshout referenced the progress of the engineers and relative County Highway Commissioner communications for the preliminary work that needs to be done prior to the actual design of the project, such as topography, turning studies, and estimated costs, etc.

The estimated cost from McMahon Associates to complete that work is \$5500. Fisher asked that the engineer come to the October meeting with costs to be incorporated into the 2011 budget for the project.

Fitzgerald asked if this included South Trail. Consensus was that Mike Simon should also look at South Trail.

Fisher moved to authorize the engineer design of the project for McMahon engineers to include the topographical survey and modeling prior to the October meeting for a total cost of \$6,500 to include South Trail and southerly on County G, seconded Fitzgerald. Motion passed unanimously.

d) Harbor Committee

a. Comments and remarks from Committee Chair Slips are filled, punch list is being worked out. The marina operations are ongoing in full swing.

b. Harbor and Marina Improvement Project Status and Update Van Lieshout stated the sailboats for the recreation boating program are being refurbished. The Village has since acquired another boat as a donation. Mr. and Mrs. Richard Burkhardt donated \$2500 for the sail boat fund.

e) Utility Committee

a. Comments and Remarks from Committee Chair Dickson stated the Committee will be meeting on Wednesday of this week and will be working on budget numbers and he commented on next year's projects that were mentioned earlier.

b. Utility billing, payment and accounting system Van Lieshout addressed the quotation that the administration office has been working with Jayhawk Utility billing systems. Van Lieshout described the software program to the Board. Dickson moved to approve the quote from Jayhawk software with the online payment package for the price of \$8,090, seconded Fisher. Motion passed unanimously.

f) Ad Hoc Committee(s) –

i. Door County Coastal Byway Commission request for \$100 donation. Fisher referenced the request from the Commission to cover incidental costs to establish the commission and moved to approve the expenditure, seconded Dickson. Motion passed unanimously.

ii. Fire Station No. 1 Committee Report. Dickson reported the Ad hoc committee talked about pretty much about Steve's proposal presented at the June board meeting, and provided a list of items discussed at that first meeting.

Dickson stated the project requires a public construction compliance requirement. Dickson asked for legal consultation on an economical feasible way for both the Town and Village to move forward with the project. Van Lieshout will have the Town consult with their legal counsel and will also approach William Vande Castle on the Village's behalf on a design/build versus design/bid/build options.

g) Clerk-Treasurer

a. Budget Year to date and other Financial Reports Gureski reported the room tax revenue numbers and Build America Bonds interest credit revenues recently received.

b. Approval of Alcohol Licenses

i. Egg Harbor Business Association Temporary "B" Beer for October 8-10 Harbor View Park and Temporary Operator's Applications Debra Merkle-Schubert and Don Helm. Fisher moved to approve the temporary "B" Beer alcohol permit for the Egg Harbor Business Association, seconded Cammack. Motion passed unanimously.

h) Administrator

a. Kayak concession report Village executed the agreement with Tim Pflieger at the beach for kayak concession activity that took place in recent weeks and looks forward to continuing the concession next year.

b. Report of code enforcement activities Van Lieshout stated he continues with his enforcement activities. He also sent out some letters regarding signage and both properties complied.

c. Pumpkin Patch Letters were sent out to Jim Sarkis and Gloria Hansen informing them of the rules concerning Pumpkin Patch. Sarkis opted to not participate this year. Van Lieshout reported he had an extended conversation with Gloria Hansen who questioned the authority under which the Village could regulate the use of her property. There were other small issues as reported in his board memo. Van Lieshout addressed the parking issue on the sides of Horseshoe Bay road during the festival. With cars parked on both sides, the road does remain passable and there haven't been any towing issues. The Village receives a lot of negative feedback on ticketing violators of the no-parking. Van Lieshout recommended the Village allow the festival visitors to park there during the event. Consensus of the board was to not enforce no-parking along Horseshoe Bay Road during the Pumpkin Patch festival. Egg Harbor Business Association has discussed port a potties and additional signage to the parking at Village View Park.

Van Lieshout asked the board to look at the transient merchant permit application for the Lions at Mojo Rosas using the parking stalls on the south side of the facility. Karen Peterson stated that the Lion's may have since changed their venue to Harbor View Park to do the corn roast so you may hear differently on the Lion's. Enforcement will be administered by the Administrative staff. Fisher referenced the transient merchant application and the board acknowledged receipt of the permit application.

d Grant Status Report

- i. Great Lakes Restoration Initiative – Van Lieshout stated he expects to have an agreement finalized in October. For storm water controls and additional parking at the beach.
 - ii. Wisconsin Coastal Management Program – there are two outstanding grant project at \$25,000 each that are being finalized, one at the beach and one at the marina.
 - iii. Local Road Improvement Program – North Point Lane will be completed this Fall for which the Village will receive approximately \$8,000.
 - iv. Recreation Boating Improvement Fund – The Village will be closing on two Recreational Boating Improvement Fund grants for construction of the Marina and will be applying for another grant to be considered at the October meeting to assist in the funding of the construction.
 - v. The Silent Sports group will be applying for a possible \$10,000 grant that the Village will be able to take advantage of for signage.
- i) Compliments and Complaints Fisher stated she has received multiple compliments on the art work at both the marina and Harbor View Park.

5. Open Session Karen Peterson complimented the board for progress made with the Town on the joint fire department and feel the right decisions have been made.

6. Adjournment Fisher moved to adjourn at 8:05 p.m., seconded Fitzgerald. Motion passed unanimously.

Recorded by Patricia C. Gureski, Clerk-Treasurer